

***Committee on Trial Court Operations  
Best Western Ramkota  
November 25, 2002***

***9:00 a.m.      Call Order***

***Consideration of June 13, 2002, Meeting Minutes*** - Attachment B (November 19, 2002)

***9:05 a.m.      Issues Submitted for Review and Discussion***

- Discuss method for responding to issues and questions submitted to the Committee
- Review of issues and questions: Attachment C 1- 4 (November 19, 2002)
  - Procedure for notice of failure to satisfy judgment (C-1)
  - Fees and filing practice when decree of separation is filed and subsequent divorce is sought (C-1)
  - Service by first class mail rather than personal service (C-2)
  - Fees for municipal court records searches (C-3)
  - When to obtain signatures on Affidavit of Identification in small claims cases (C-4)
- Conclusions

***10:00 a.m.      Review of Clerk of Court Manual*** - Attachments D - F (November 19, 2002)

- Discuss viability of integrating Clerk of Court Manual and UCIS Manual - Attachment D (November 19, 2002)
  - Conclusion
- Review suggested inclusions for Clerk of Court Manual - Attachment E (November 19, 2002), letter from Annetta Anderson, Bowman County Clerk of Court
- Begin review of Manual sections: General and Civil - Attachment F (November 19, 2002)

***11:45 a.m.      Future Meeting Schedule***

- Frequency of meetings

***12 noon      Adjourn/Lunch***

